

Reports

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A& PB Committee Report

June 12, 2024

The A&PB held a meeting on Wednesday, June 12, 2024. In attendance were Ann Wheaton, Valerie Hassett, Paula Martori, and Ann McCord (Chair).

HVAC Replacement Policy Request

The Committee is continuing to review and update the current HVAC specifications and believe we can have a updated version ready for Board review in a couple of months. However, we have learned from the Covenants Committee that many of the systems installed 10 or more years ago are breaking down and requiring replacement. Owners now have to replace their original systems with new ones which is a situation not addressed in the existing specifications.

The A&PB would like the Board to consider adopting as soon as possible a stopgap policy to allow unit owners who are replacing their HVAC systems to do so without having to submit a new non-routine application so long as the unit owner(s) can attest the following conditions are met:

- An approved application for the original installation is on file.
- The replacement system will be installed **exactly** as the original system. The outside unit will be in the same location, the line sets and wiring will enter the building through the same penetration, and the condensate will be drained in the same manner.

We are very interested in streamlining the process for unit owners because, unfortunately, having to replace an HVAC system is usually an unexpected occurrence and always seem to happen when either AC or heat is most needed.

The revised specifications will include the language covering system replacement when submitted to the Board for consideration. With this request we are asking the Board to help us give Management and owners very clear guidance on the approved process for HVAC replacement.

Revised Washer and Dryer Specifications

Attached for your review are the revised installations specification for washers and dryers and dryer vents. These have been two separate specifications but the A&PB decided it would be more efficient to combine them into one larger document. Also included is the washer and dryer specification checklist. This document is designed as a cover sheet for the specifications. It gives unit owners a list of some of the most important takeaways from the specifications as well as some useful tips.

We have highlighted the areas where we have made what we feel are fairly significant changes:

- Allowing unit owners to replace existing machines without submitting a new application so long as the machines are being reinstalled in the same location using the same hookups.
- Prohibiting the use of cages over dryer vent hoods. Lint buildup in these cages create a fire hazard.
- Instructing unit owners that they are responsible for keeping their vents and wall caps in proper working order and free of lint buildup.
- Recommending new installations includes an automatic shut off valve with a water sensor to help prevent water overflows.

Synthetic Roof Tiles

The A&PB has completed its research and discussions of the two synthetic tile option for the reroofing pilot project and have submitted our recommendation to Francisco.

Meeting adjourned at 9:00pm

PARKFAIRFAX CONDOMINIUM UNIT OWNERS' ASSOCIATION

3360 Gunston Road, Alexandria, Virginia 22302-2198

Telephone (703) 998-6315

ROUTINE CHANGE APPLICATION CHECKLIST WASHER/DRYER AND DRYER VENT INSTALLATION

In order to process your application in a timely manner, please be sure **all** of the following information is submitted to the Covenants Director:

- ✓ Completed and signed routine change application for washer/dryer installation.
- ✓ City of Alexandria electrical, plumbing, and mechanical (for vent) permits.
- ✓ Contractors' names and copies of their license and certificate of insurance.
- ✓ Diagram/picture indicating the proposed location of the dryer vent in the exterior of the building.
- ✓ Signed and notarized indemnification agreement.

Including these items with the application will help to avoid delays in the approval of your application. REMINDER: Applications are typically processed within 10 business days following the submission of a completed application. If you have any questions, please feel free to contact the Association Office.

NOTES:

- ✓ Gas dryers are not permitted.
- ✓ With the exception of condensing style dryers, all electric dryers must be vented permanently to the exterior of the building according to the attached specifications. Temporarily venting a dryer by means of a flex hose placed through a window during periods of operation is not allowed.
- ✓ Because installing a washer/dryer requires modifications to common element plumbing and electrical, Parkfairfax's AR #2 requires the work be done by a contractor licensed in Virginia and be permitted and inspected by the City of Alexandria's Code Administration.

- ✓ All plumbing and electrical work performed in the crawl space under the building including the temporary water-shut off must be coordinated with Parkfairfax maintenance staff so appropriate notice can be given to the other residents in the building.
- ✓ Replacing an existing washer/dryer in the same location and using the existing modified plumbing and electrical does not require submittal of an application. However, relocating the washer/dryer will be considered a new installation and will require submittal of an application.
- ✓ Do not begin the installation until you have received written approval from the Covenants Director. If you install your washer dryer and/or dryer vent without approval and for any reason your application is not approved, you will be responsible for any necessary alterations to bring your installation into compliance.
- ✓ Lint buildup in dryer vents is a fire hazard. If using an aluminum dryer vent cap, remove the screen before installing. External cages over vent caps are not allowed.
- ✓ Do not vent your dryer at a location where it will blow into another person's living area nor where it is susceptible to flooding.
- ✓ Do not vent your dryer directly into your attic or through the roof.

PARKFAIRFAX CONDOMINIUM UNIT OWNERS' ASSOCIATION
3360 Gunston Road, Alexandria, Virginia 22302-2198
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**WASHER AND DRYER INSTALLATION AND
DRYER VENT INSTALLATION
SPECIFICATIONS**

General Instructions

- All installations must be done in accordance with City of Alexandria code **and** Parkfairfax specifications as well as the manufacturer's specifications.
- Because common element plumbing and electrical are involved with the installation of a washer and dryer, all work must be done by a licensed and insured contractor(s) and be properly permitted and inspected by the City of Alexandria.
- The installation of a dryer vent shall be performed by a licensed general contractor or HVAC subcontractor and be properly permitted and inspected by the City of Alexandria.
- Copies of the contractors' licenses and certificates of insurance shall be submitted to the office as part of the application for routine changes. All necessary City of Alexandria permits must be obtained prior to beginning work.
- Water shut-offs must be coordinated with Parkfairfax Association office at least 48 hours in advance so proper written notice of the shut-off can be given to the other residents of the building. Water shut-offs are done by Parkfairfax Maintenance staff only between the hours of 9am and 3pm Monday – Friday (excluding Federal holidays).
- Do not begin installation of your washer/dryer and/or dryer vent until you receive written approval of your application from the Covenants Director. If you install your washer/dryer and/or dryer vent without approval and for any reason your application is not approved, you will be responsible for any necessary alterations to bring it into compliance.
- If you are replacing an existing washer/dryer unit(s) but are changing the location within your unit and/or changing the type of unit (i.e., replacing a condensing unit with a vented unit) you must submit a new application for Association approval.
- If you are replacing an existing washer/dryer unit(s) and are making no changes in

location or type, you are not required to submit an application.

- The owner/resident is responsible for keeping their dryer vent and wall cap in proper working order (including paint) and for removing lint build up from the vent.

Installing a Washer/Dryer with a Dryer Vent

- Gas dryers are not permitted.
- Electric dryers must be permanently vented to the exterior of the building.
- Installation of washer/dryer must adhere to the manufacturer's specifications and Parkfairfax specifications.
- The following must be included in the installation:
 - (1) A dedicated electrical circuit with a 110 volt/20-amp breaker for the washer. (Confirm with manufacturer's specifications).
 - (2) A dedicated electrical circuit with a 240 volt/30-amp breaker for the electric dryer (Confirm with manufacturer's specifications).
 - (3) Connection of a standpipe for the washing machine's discharge hose to empty into. The standpipe must extend at least 18" but not more than 42" above the trap water. (See diagram in Appendix)
 - (4) Connection of the standpipe, which receives the waste water, to the unit's vertical stackpipe or sewer main. This connection may not tie into any other drain line for the unit or adjoining units.
 - (5) A P-trap or a P-trap with an air admittance vent should link the standpipe to the vertical stack or sewer main to prevent the transmission of sewer gases into the unit.
 - (6) New 1/2" hot and cold-water supply lines connected to the building's copper or PEX water lines. The supply lines must be made of braided stainless steel. Each water line should have its own easily accessible shut-off valves in order to facilitate future maintenance.
 - (7) Additionally, an automatic shut-off valve with a water sensor is recommended to be installed to avoid a water overflow. An example is pictured in the Appendix.
 - (8) A dryer vent permanently installed to the exterior of the building in accordance with the Dryer Vent Installation specifications

Installing a Washer and Condensing (Ventless) Dryer or Combination Unit

NOTE: Operating a condensing/ventless dryer unit may increase moisture and humidity in your residence. Increased levels of moisture and humidity are associated with the growth of mold. Please be sure to review and follow the manufacturer's instructions for regular cleaning and maintenance of the condenser and lint filter. Additional mold mitigation options include adding dehumidifiers and fans. Any claims regarding mold will be reviewed with this consideration and warning.

- Installation of a washer and a condensing (ventless) dryer must include installation of a standpipe, a dedicated waste line, and open access to hot/cold water shut-off valves. A diagram showing how a condensing dryer works is included in the Appendix.

- The following must be included in the installation:
 - (1) A combination unit, (washer and dryer in a single unit), should require a dedicated electrical circuit with a 240 volt/30-amp breaker (Confirm manufacturer specifications). A washer with a separate dryer should require a dedicated circuit with a 110 volt/20-amp breaker for the washer and another dedicated circuit with a 240 volt/30-amp breaker for the dryer. (Confirm with manufacturer's specifications).
 - (2) Connection of a standpipe for the washing machine's discharge hose to empty into. The standpipe must extend at least 18" but not more than 42" above the trap water. (See diagram in Appendix)
 - (3) Connection of the standpipe, which receives the waste water, to the unit's vertical stackpipe or sewer main. This connection may not tie into any other drain line in the unit or adjoining units.
 - (4) A P- trap or a P-trap with an air admittance vent should link the standpipe to the vertical stack or sewer main to prevent the transmission of sewer gases into the unit.
 - (5) New 1/2" hot and cold-water supply lines connected to the building's existing copper or PEX water lines. The supply lines must be made of braided stainless steel. Each water line should have its own easily accessible shut-off valve to facilitate future maintenance.

Additionally, an automatic shut-off valve with a water sensor is recommended to be installed to avoid a water overflow. An example is pictured in the Appendix.

Installing a Dryer Vent

- All electric dryers installed shall be vented permanently to the exterior of the residence by means of a 4" circular intrusion through the interior walls (if necessary) and exterior masonry wall of the residence.
- The opening shall be covered by an exterior dryer vent cap/cover/hood made out of aluminum or plastic. Both louvered and vents covered by a hood constructed of plastic and aluminum are allowed. If using an aluminum wall cap vent, the screen must be removed to prevent a fire hazard from lint buildup. **Cages over dryer vents are not allowed to prevent a fire hazard from lint buildup. (See pictures in Appendix)**
 - (1) The wall cap shall be 4" and be constructed of either 28-gauge aluminum or plastic.
 - (2) The wall cap shall be painted to match the exterior color of the specific building (either red brick, white brick, or washed brick) with Rust-Oleum exterior grade flat paint, or equivalent. Paint to match the red brick is available from the Association.
 - (3) Paintable silicone caulking applied behind & around the wall cap shall be clear or painted to match the color of the exterior brick.
- The vent hole drilled into the exterior masonry wall shall be circular not to exceed 4 1/4" in diameter. The hole is to be cored drilled or created using a masonry hole saw. Using a hammer drill or hammer and chisel to make the hole is not allowed.
- The plan for location of vents presented below shall be followed wherever possible. Individual building and unit characteristics may require some variation. Therefore, the exact location of where the dryer vent penetrates the exterior wall surface for a specific unit shall be determined by the Association on a case-by-case basis. One of the concerns is that a dryer vent should not be permitted where it would blow into another person's living area nor where it is susceptible to flooding.

Venting through the roof is not permitted. Venting directly into an attic is not allowed by building code and Parkfairfax specifications. Dryer vent with rigid duct is allowed to be run in the attic. End units with an attic can run rigid dryer duct in the attic to exhaust through a vent in the gable end.

A. Two-Story Buildings:

Ground floor installation -

Vent caps shall be at least 12" but not more than 60" from grade (measuring from the top

of the hood).

Upper floor installation -

The top of vent caps shall be located 6" below the fascia board on the exterior of the building. In no circumstances shall the venting be allowed through the fascia board.

B. Three-Story Buildings:

Ground floor installation -

Vent caps shall be at least 12" but no more than 60" from grade (measuring from the top of the hood).

Middle floor installation -

Vent caps shall be located within the exterior wall areas of your unit

Upper-floor installation -

The top of the vent caps shall be located 6" below the fascia board on the exterior of the building. In no circumstances shall the venting be allowed through the fascia board.

DRAFT

Appendix

How A Condensing Dryer Works:



1. Cool ambient air goes inside the dryer from the living area.

2. Cool ambient air is heated by the heating element at the back of the dryer.

3. Hot air circulates in the drum, evaporating moisture from the load.

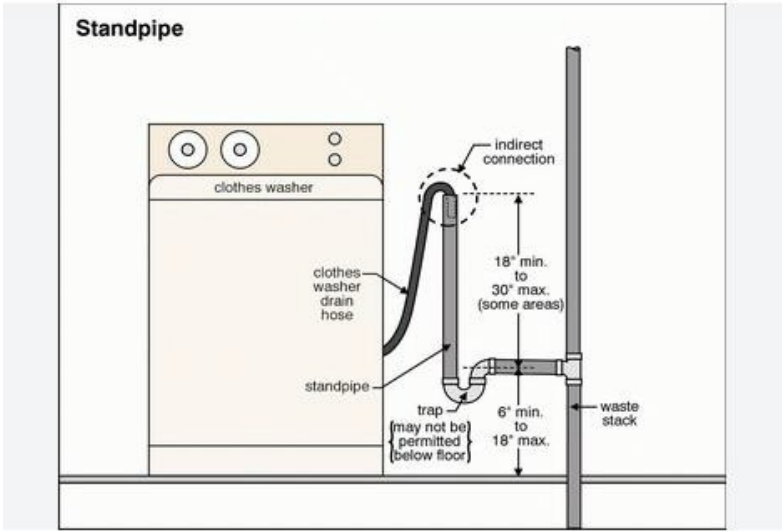
4. The combination of the hot air and moisture circulates through the condenser unit.

5. The hot air and moisture condenses into water as it passed through the cool condenser unit.

6. The water is collected under the condenser unit and is pumped out by the drain pump.

7. Warm dry air is reheated and circulated back into the dryer drum.

Plumbing the Drain Line for the Washer:



An Example of an Automatic Shut-off with a Sensor




WATTS Washing Machine Smart Water Shutoff Valve and Wall Box: Water Shutoff, Polysulfone

Item 785EL6 Mfr. Model A2C-SC-WB

Roll over image to zoom.

An Example of a Dryer Vent with an Exterior Cage (not permitted)





Parkfairfax Covenants Committee Report to the Board of Directors

June 11, 2024

Committee Members:

Member	Role	Present/Not Present
Paula Martori	Chair	Present
Eric Keber	Vice Chair	Not Present
Kristine Miller	Committee Member	Present
Angel Rivera	Committee Member	Present
Anita Van Breda	Committee Member	Present

Board Liaison:

Scott Buchanan – Not Present

Applications Consider: 3

- **HVAC: 1**

Owner	Address	Approved	Dis-approved	Reason for Dis-approval/Comments
Erin Vermilye	1011 Beverly Drive	X		Replacement Central Split System – Compressor replacement only.

- **Landscape: 1**

Owner	Address	Approved	Dis-approved	Reason for Dis-approval/Comments
Callie Zuck	3709 Lyons Lane			Application withdrawn - raised bed is in the common element, the committee felt that additional neighbor surveys needed to be collected specifically 3707 Lyons Lane

• **Patio: 1**

Owner	Address	Approved	Dis-approved	Reason for Dis-approval/Comments
Harold Groh	3545 Martha Custis	X		<p>Patio replacement - This is the owner's second application for a patio replacement. The first application identified a retaining wall replacement that did not include a sealed design.</p> <p>The owner has a new contractor and states the retaining wall was a misstatement in the first application, that it isn't a retaining wall just a six-inch step down. Application was approved to replace a rotted wooden deck with pavers in the original patio footprint.</p>

Other issues for Committee Consideration:

1. Introduction of the new Covenants Director Lora Reynaud

Other Issues for the Covenants Director:

1. 3711 Lyons Lane - Possible HVAC installation without an approved application
2. 3712 Lyons Lane – Unpainted HVAC (possibly a replacement) check for an application to replace and notify resident that the unit needs to be painted.

*Both of these issues are awaiting the appointment of a new covenant's director

Residents Forum: None

Hearings: AR 2 Carpet violation at 1124 Valley Drive. Complainant did not attend the hearing. Respondent (owner of 1124 Valley Drive) did attend and made a statement that there are ongoing issues with the downstairs neighbor. One of those issues is a cockroach infestation and that the downstairs neighbor refuses to have their residence treated. Therefore, the respondent hasn't met the requirements of AR 2 for carpeting and padding because he has been advised by a privately retained exterminator that carpeting offers concealment for the roaches. Committee passed a motion that the owner has 21 calendar days to come into compliance with AR 2 and have his unit inspected by Parkfairfax staff. If the owner fails to come into compliance within those 21 days, he will be fined ten dollars a day until the nine-hundred-dollar limit is reached. One committee member abstained because he feels that PR #4 does not conform to standard due process.

Other Issues for Board of Directors Consideration:

1. The committee is starting to see an increase in HVAC compressor replacement applications. Apparently, the average lifespan of the compressor (outdoor unit) is approximately 10 to 15 years, which means that the Association will start to see many more replacement applications in the upcoming years. Having an owner complete a non-routine application when they are only replacing the compressor and no other work is being undertaken (i.e., same electrical, refrigerant, condensation lines, mounting pad, etc.) seems arduous and may delay the replacement of the unit by several weeks depending on the timing between the failure of the unit and the committee meeting. We are working with the APB on a strategy to “get ahead” of this which will be presented by the APB to the Board once it is finalized.

PARKFAIRFAX FINANCE COMMITTEE MEETING
PFFX BOARD ROOM, 6:30 pm
MAY 2, 2024

Attending Members: Greg Drone, Chair
Tim Buzby
Dave Bush, Treasurer and Board Liaison

Guests: Scott Mulrooney, Board President,
Mike Rothenberg, Board Member
Sara Stoller, Unit Owner

Agenda: Approve April Minutes
Treasurer's report
Review status of updating the 2020 Reserve Study.
Discuss developing a comprehensive financial policy document.
Develop plans for future projects.

Next meeting June 6, 2024

PARKFAIRFAX FINANCE COMMITTEE MEETING
PFFX BOARD ROOM, 6:30 pm
June 6, 2024

Attending Members: Greg Drone, Chair
Tim Buzby
Dave Bush, Treasurer and Board Liaison

Guests: Jeff Lisanick, Board Member

Agenda: Treasurer's report
Review April financial report
Review sample reserve studies
Review funding models for roof replacement project

Next meeting June 11, 2024 at 5 pm.

Roof funding plans

Case studies of nearby condominiums

Fairlington Condominiums

Auburn Village Condominiums

Prepared by Parkfairfax Finance Committee

June 2024

Fairlington Condominiums

Fairlington consists of seven condominium associations:

	# of Units
Fairlington Villages	1,703
Fairlington Arbor	367
Fairlington Commons	229
Fairlington Glen	
Fairlington Green	
Fairlington Meadows	342
Fairlington Mews	277

Fairlington has been replacing roofs since the 1990s.



All seven associations have roof replacement programs.

	Roofs	#Replaced	Funding per year
Fairlington Villages	350	249	\$400,000
Fairlington Arbor	58		
Fairlington Commons			
Fairlington Glen	56	43	
Fairlington Green			
Fairlington Meadows	57	25	\$200,000
Fairlington Mews	43	28	

Auburn Village

101 East Glebe Road



Due to poor maintenance, the association replaced all slate roofs in one project. This was funded with a special assessment of \$20-25k per unit.



A Parkfairfax special assessment of the same amount would garner \$33.68M to \$42.1M.



How much will it cost to replace a roof in Parkfairfax?



Estimated costs to replace the roof of building 738



Roofing Quotes Cost Analysis

5/7/2024 draft

Building # 738 - 48 square (4,800 square feet)

TERRACOTTA - Ludowici

Price per bldg

\$\$/Square

100/year life

Ruff Roofers

\$ 225,612

Katchmark

\$ 134,400

\$2,791

\$1,340

Absolute Roofing

\$ 139,455

SYNTHETIC - Brava flat tile

30/year life

40/year life

Ruff Roofers

\$ 111,077

Katchmark

\$ 94,000

\$1,958

\$3,133

\$2,350

Absolute Roofing

\$ 60,105

Our buildings are various sizes.



The AVERAGE roof is 40 roofing squares (estimate).

The cost to replace the AVERAGE roof with Terracotta is **\$111,640**



The average cost to a unit owner to replace 1 roof is **\$5.52** per month for 1 budget year.

$$\$111,640 / 1,684 \text{ units} = \$66.29 / 12 \text{ months} = \mathbf{\$5.52}$$

20 year funding plan to replace 284 roofs.

14 roof per year = \$77.28 per month.

Parkfairfax Condominium Landscape Committee Report June 2024

New Chair

With our immediate past-chair, Robin Davis becoming a Board Member, the Committee elected Scott Knudsen to be the next Chair of the Landscape Committee.

Gardens in the Park Month

June is Garden in the Parks Month! Here's an update on our activities:

- We were pleased to partner with the Activities Committee for the Parkfairfax Home and Garden Tour as a kick-off to the Gardens in the Park Month. Many residents stopped by the Landscape Café over by Coryell Pool as a midway stop on the tour. Of special note, Key City Compost sent items so our neighbors can learn more about the program and sign up (see compost item below). As well as a plant and pot exchange.
- A very successful Tree Walk on June 18 to look at the amazing trees of Parkfairfax.
- Mark your calendar for our annual Turtle Walk on June 29 starting at 9 AM meeting at the Coryell Pool open space. We'll be exploring the unique yard sculptures here in Parkfairfax.

Review and Update of Parkfairfax Tree

Removal/Replacement Policy

Over the last several years, we have seen an uptick in trees being removed and not many being replaced. The Committee plans to work with management on the review of the "Request for Removal" paperwork and the sourcing of an arborist to have on retainer. In addition, so we can ensure our continued tree canopy to discuss adding an additional replacement scenario for when trees are removed.

Landscape Contract Implementation

The Committee is continuing to work with Management on the implementation of the new contract with our designated contractor, Community Landscape Services. Included in the discussions are a calendar of milestones as well as the beginning of our implementation of a new clover mix for turf. In addition, these discussions and deliverables are being done in coordination with our staff across departments so that both our contractors and staff will be using the same materials and ideology moving forward. The deliverables and updates will be shared when it becomes available.

Adopt-a-Tree/Adopt-a-Focal Point Program

The committee is also moving forward with an "adopt-a-focal point" program to add additional gardeners for some of the upcoming and ongoing initiatives.

Landscape Committee Report

June 2024

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Compost Program

Last year, the residents participating in this program gathered almost 28 tons of food scraps (the equivalent weight of 14 cars!). To date, we have over 110 households participating in this weekly service. In the month of January alone, we collected almost 2 tons of food scraps that have been diverted from our waste stream and have kept the critters from our trash bags! You can read more about our vendor here: www.keycompost.com

Researching Potential Grants

After receiving and carrying out the grant from the Virginia Department of Forestry in the amount of \$8,400 grant for FY22, we understand we will be eligible for additional funding for FY24 with an addendum to our FY22 grant. We continue to investigate the following grants:

- City of Alexandria Stormwater Credits – Eligible for City residents, including HOA, credits can reduce fees by up to 50%. The committee, management and a consultant are working to complete and submit this application. Should credits be awarded, they would be in effect for two years, without additional application. <https://www.alexandriava.gov/stormwater-management/stormwater-utility-fees-and-credits-for-residential-properties>
- Virginia Trees for Clean Water from the Virginia Department of Forestry (the is the program on which we received grant funding in FY22) <https://dof.virginia.gov/wp-content/uploads/UCF-VTCW-Grant-Program-2023.pdf>
- City of Alexandria Flood Mitigation Pilot Grant Program (for upcoming stormwater/green infrastructure projects) <https://www.alexandriava.gov/flood-action/flood-mitigation-grant-program>
- Virginia Soil and Water Conservation District Grants - Virginia Conservation Assistance Program <https://www.fairfaxcounty.gov/soil-water-conservation/conservation-assistance-programs>

We are always on the lookout for additional funding to keep the “park” in Parkfairfax.

Recreation Committee Report

The recently rejuvenated recreation committee held its second meeting on May 29th with Bob Brown, Robin Davis, Paul Friedman, Lisa Harger, Paula Martori, Christine Matthews, Kristen Mowery, Debbie Odachowski, Yoli Prado, Perry Shafran, Jim Wicker (board liaison), Andrew [Unknown Surname] in attendance.

Discussion Items:

- Election of Chair (Kristen Mowery) and Vice Chair (Lisa Harger)
- Pools
 - Staggered hours to provide pool hours across 3 pools to provide broader opportunities for use
 - Consider creation of no splash zones, revision of pool rules, and adding markers at the end of lap lanes.
 - Assist in reporting pool maintenance issues
 - Provide better shade zones
 - Provide input for a resident survey
- Community recreation sites
 - Repurposing defunct volleyball court and tot lots
 - Weight room reconfigurations
 - Explore dog park
- Pickleball tournament
 - Look to sponsor a pickleball tournament in the fall

The next committee meeting will be held Thursday, July 11th at 7pm

Dana Cross

From: Bob <bob2@comcast.net>
Sent: Saturday, June 15, 2024 9:30 AM
To: Board of Directors - Management (NEW)
Subject: Minutes of 13 June 2024 Parkfairfax Transportation and Land Uses Committee (TLUC) Meeting

The June TLUC meeting convened at 7PM on 13 June 2024 in the Community Room.

- Traffic calming efforts are progressing apace
 - A new “All Way” stop sign was installed at Preston and Valley in February, with positive feedback
 - Eight temporary traffic monitoring devices were installed throughout Parkfairfax the week of 03 June to measure speed, volume and vehicle type. Data is currently being analyzed.
 - Alexandria TES personnel visited here on 11 June to discuss potential traffic calming measures. Their visit included a 75 minute walk-around through virtually all areas where terrain and other features indicate possible improvement potential. Resident feedback was also factored in.
 - Later this summer, the TLUC will host a “townhall” (date TBD) to present recommendations for traffic calming measures, prior to finalization
 - A budget has been established, and TES expects to implement changes in FY25
- Gunston Road resurfacing (3200-3500 blocks).
 - As a result of personal intervention, TES had agreed to move, as a minimum, the worst-condition section of Gunston Rd. (3400-3500 blocks) to the top of the FY25 list. That means the resurfacing is now planned to be accomplished NEXT MONTH, July 2024!
- Metrobus and DASH – as reported in the weekly email:
 - After 50 years, WMATA has proposed to withdraw ALL Metrobus service from Parkfairfax as part of the "Better Bus" network redesign, effective the summer of 2025. If implemented as proposed, the current 23A/B service between Ballston, Parkfairfax (Ward 1), and Crystal City would be totally eliminated, as would all 22A service between Ballston, Parkfairfax, Pentagon City, and the Pentagon, without replacement. While Metrobus has been providing a multi-jurisdictional regional network seven days a week for the last half-century, ridership levels in Parkfairfax are among the lowest in Northern Virginia. DASH service is not directly affected by the WMATA redesign. However, while the recently adopted City budget

maintains all DASH services at their current levels through FY25, unless there's a significant uptick in boarding and alighting data from Parkfairfax bus stops, DASH 36A/B, 103 and 104 services will likely be reevaluated in future years.

- I attended the Better Bus extravaganza at Arlington Mill on 12 June and the ATC (DASH) Board of Directors meeting later that day to advocate for keeping our great Parkfairfax bus services. But to be blunt, *unless there are butts in the seats*, it's a losing battle 😞 Running empty buses through the community 7 days a week cannot be sustained.
- Kudos to Alonzo for the tree pruning on Martha Custis Dr. to expose a “school flasher.” In case you're wondering, that's a flashing light that reduces the speed limit during school hours. The flasher in question was totally obstructed by the lower limbs of a large tree.
- Kudos to Alonzo for repositioning the Parkfairfax-owned stop sign at Coryell and Valley from half-mast to proper (normal) height.
- The relocation of the recently installed “No Turn on Red” sign on southbound Quaker Lane at King St. from the side of the road to the cantilevered signal arm (or a second sign) has been requested. Meanwhile, on 14 June, a new green right turn arrow signal was installed to allow traffic to turn right onto King St. while eastbound traffic on King St. is turning left onto Quaker Lane.
- At the Annual Meeting in April it was reported that there were 8 registered users for our new EV Charging Station adjacent to the Martha Custis Pool. As of 31 May, there are now 18 registered users!
- A letter to VDOT and the Commonwealth Transportation Board advocating funding for the Shirlington Interchange Improvement Study implementation was signed by Parc East and Parkfairfax and will be transmitted on 18 June.

The next TLUC meeting will be 11 July 2024 at 7PM in the Community Room. We have an Open Door policy!

Best regards,

Bob

Bob Gronenberg
Chair
Parkfairfax Transportation and

Land Use Committee

PS. I am updating the distribution list for TLUC minutes so as to encourage active member participation. We'll see if that works 😊

Virginia Department of Transportation
1401 E. Broad Street
Richmond, Virginia 23219

18 June 2024

Dear Commissioner Brich,

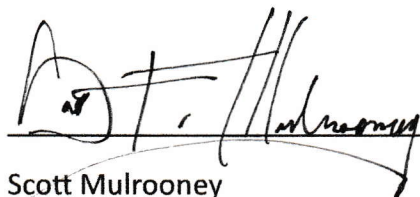
The Parkfairfax and Parc East Condominium Unit Owners Associations are writing to express strong support for the Northern Virginia Transportation Authority, Arlington County and the City of Alexandria joint application for SMART SCALE funding to execute the recommendations of the I-395 Shirlington Interchange Improvements Study, State Project #0395-100-842.

Our communities comprise roughly 3500 residents in the City of Alexandria who live immediately adjacent to the Shirlington Rotary, where inadequate merge and weave provisions have resulted in frequent accidents and daily near-misses for decades. Many residents opt for longer neighborhood detours, simply to reduce their chances of being accident victims.

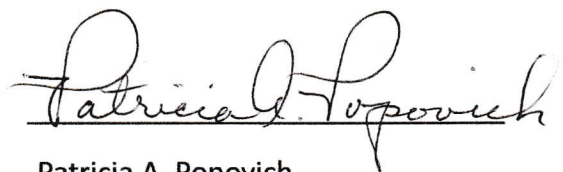
Nearly two dozen DASH and Metrobuses per hour enter and exit the Rotary from both Alexandria and Arlington, with the challenging yield protocol resulting in frequent delays and rider frustration. Improving safety and traffic flow will incentivize transit use, consistent with Commonwealth multi-modal transportation objectives.

Representatives of our communities have been engaged with your team since 2018 through public outreach. The very thorough Shirlington Interchange Improvements Study culminated in a "hybrid" solution and final report issued in January 2020.

We will greatly appreciate your support for the joint SMART SCALE funding application as part of the VDOT Six-Year Improvement Program.



Scott Mulrooney
President
Parkfairfax Condominium
3360 Gunston Road
Alexandria, VA 22302



Patricia A. Popovich
President
Parc East Condominium
1225 Martha Custis Drive
Alexandria, VA 22302

Copy to: Commonwealth Transportation Board

Parkfairfax Condominium

UNIT OWNERS ASSOCIATION

Board of Directors Meeting– June 19, 2024

General Manager's Report

ADMINISTRATIVE

1) **Landscaping Budget Surplus - Request:**

The following accounts pertaining to landscaping maintenance are projected to have the following approximate surpluses for this past FY:

- 6537.040 Landscape Repairs: \$80,000
- 6537.100 Tree Pruning and Removal: \$65,000
- 55-5537101 Tree Maintenance: \$13,000
- 55-5537990 Landscaping-Other: \$82,000

Management is requesting that, once the final financial statements from last FY arrive, the Board consider putting all surpluses related to landscaping under the Capital Improvement Fund or a similar account where it can be used for pending projects that could not be completed due to insufficient time to gather the appropriate information needed to move forward with them. For example:

- Tree purchases: Management is developing a plan to replace all trees removed since December 2021. We estimate that about 40 trees will need to be purchased and planted.
- Stormwater remediation project: We are still working on the design phase for a large stormwater remediation project that will take place in the 100's. This project will also involve the removal of the playground located in that area, which will have to be replaced.
- Tree Branches Brushing Roofs: reducing roof damage by trimming all branches brushing on roofs.

2) **Ward Two Painting – Update:**

Williams Professional Painting and our Maintenance Dept. are ready to start the Ward 2 Painting project. A summary of the scope of work of this project includes:

- Prepare and paint 54 buildings complete.
- Prepare and paint three sand brick buildings.
- Prepare and paint five laundry rooms and seven storage rooms.

The project is scheduled to start on July 8, 2024. Communication with residents will be managed by our maintenance service coordinator, Jennifer Jett-Bowling, and our Ops. Director Alonzo Alexander.

We estimate the project to be completed by Oct 30, 2024, weather permitting.

3) Reserve Study – Bids Summary and Recommendation:

Below is a summary of the bids for a Level 1 (Full Replacement Reserve Study with On-Site Condition Assessment) received from four different engineering firms specializing in reserve studies:

- Building Reserves: \$9,190.00
- Association Reserves: \$7,040.00
- Miller Dodson Associates: \$10,300
- ETC Engineering, Inc: \$15,000.00

Note: The association will likely incur additional costs during the development of the new study for unforeseen components or additional assessments. However, we do not anticipate that cost to be more than a fraction of their initial bid, if any.

DMA Reserves, the Association's current reserve study analyst, was asked to bid on the same scope of work for reference. Their bid came at \$19,488.00.

Samples of each firm's reserve studies were emailed to the Board on Thursday, June 6, 2024.

Management's recommendation: We recommend that the Board hire Miller Dodson for our new reserve study. Besides being members of the Community Associations Institute and having offices in the tri-state area, their reserve study format was easy to understand. They were also more attentive to detail during the bidding process. A close second is ETC.

4) Roof Pilot Project - Update:

The following engineering firms have been asked to provide bids to draft a set of specifications for the roof pilot project along with project management:

- Wiss, Janney, Elstner Associates, Inc.
- Building Envelope Consultants and Scientists.
- Gardner Engineering, Inc.
- Walker Consultants

The bids will be ready by July's meeting and will be presented then.

5) **716 – 111 – 109 Foundation Repairs Update:**

Building 716's work has been completed. Our maintenance staff is currently restoring the green areas and rear patios. Building 111 and 109 repairs are underway:



Building 111 is estimated to be completed by the end of July.



Building 109 is estimated to be completed by the end of August—weather permitting.

6) **Tree Branches Brushing Roofs - Update:**

Management will use the following approach to address tree branches brushing on buildings' roofs:

We will first address the 20 priority roofs identified in our roof assessment study as a pilot project. We have requested proposals from the two most renowned tree care companies in the area, Davey Tree and Bartlett, in which we ask them to consider tree health, weight relief, and a systematic approach to branch trimming.

We will better understand the cost once we receive the proposals in July. The project should occur in late fall or early winter when the trees are dormant.

7) **USP Program Changes - Update:**

At the May meeting, it was discussed that the Board would review the proposed plan in the meeting package and provide comments/suggestions/opinions at the next meeting in June. Looking forward to seeing the Board's feedback.

Management would like to **add** another free service to the list of free maintenance: Dryer vent cleanup.

8) **Unit Appraisals - Summary:**

See below the numbers for the appraisals of the three units owned by the Association:

1401 Martha Custis Drive: \$ 327,000

1403 Martha Custis Drive: \$ 327,000

1405 Martha Custis Drive: \$ 495,000

Upon request, a full appraisal report for each unit is available in the management office.

9) **Change of Wood Trim Project Scope of Work:**

The trim replacement project is on hold while management gathers information regarding the cost of replacing roof tiles broken during the trim replacement of louvers and gables.

We expect to kickstart the project in July.



10) Tuckpointing Program Continuation– Update:

Management is preparing to continue our building tuckpointing program starting mid-July.

The following buildings have been identified as next on the list to be addressed during FY 24-25 per our Buildings assessment report:

2024: (15 Buildings): 102, 104, 105, 106, 107, 110, 112, 116, 712, 720, 721, 722, 724, 726, and 737.

The specifications for this project and inspection visits will continue to be the same as previously designated for the first 20 buildings repaired during FY 23-24. Notices will be distributed to each building at least one week before the work starts on each building.

11) New Hiring – Update:

We would like to welcome Lora Reynaud, the new Covenants Director. Lora has extensive experience in property management and covenants.

Lora will handle all covenant-related matters and manage the Association's communications, including working with the communications committee.

12) A&PB Synthetic Tile Recommendation for Roof Pilot Project:

Management received and reviewed the recommendations submitted by the A&PB Committee regarding the preferred synthetic roof tile for the pilot project.

You can find a copy of the Committee’s Memorandum at the end of this report.

Management supports the committee’s recommended title, Brava, and agrees with the criteria for its selection. Management is seeking board approval to incorporate the decision on synthetic tile into the project specifications.

FINANCIALS

Below is a summary of variances exceeding 10% of the annual budget amount for April 2024. May’s financial statements will be finalized and presented during the July meeting.

APRIL 2024 VARIANCE REPORT							
Expenses Negative Variances Over 10 % of the Annual Budget							
GL-ACCOUNT	Mthly Expenses	Mthly Budget	Mthly Variance	YTD Actual	YTD Budget	Annual Budget	Comments
Excercise Equip Repairs	\$1,610.00	\$250.00	(\$1,360.00)	\$1,610.00	\$2,750.00	\$3,000.00	Gym equipment repairs
Maintenance Supplies	\$12,946.00	\$3,583.00	(\$9,363.00)	\$46,978.00	\$39,416.00	\$42,999.00	Investigating account expenses. Need to reclass
Telephone and Answering	\$8,614.00	\$3,791.00	(\$4,822.00)	\$41,045.00	\$41,708.00	\$45,000.00	Two months of service paid in April - YTD on track

MAINTENANCE REPORT

June 14, 2024

EMERGENCY WORK PERFORMED

On May 15, 2024, Large Oak Tree fell onto Valley Drive Tennis Court

On May 22, 2024, Security light post at Valley Drive Tennis Court repaired

On May 23, 2024, Water main break at Bldg. 952

On May 24, 2024, Chain link fence repaired at Valley Drive Tennis Court

ROUTINE MAINTENANCE

Daily policing of grounds for falling limbs and bulk trash. Over the past few weeks, the Operations Department completed inspections of trees brushing up against the roof and gutter line of the entire property.

Staff continue to clear storm drains in assigned areas.

Plumbers continue to check boiler rooms and heaters for leaks.

Annual Association Owned Fire Hydrant inspection

Hot water heater maintenance

Roofing inspections.

Association vehicles are cleaned weekly.

INSPECTIONS

Valley Drive Tennis Court inspection

Stoop replacement inspection.

Health Department Pool Permits

Asphalt and concrete inspection

Crawlspace gas line inspection

Building trim inspection

Property-wide brick and Pressure-treated retainer wall locations.

Ward 2 Window Count

MAJOR PROJECTS

PEX Domestic Water Piping

Asbestos Abatement (Crawlspaces)

Valley Drive Tennis Court resurfacing

Gas Pipe Replacement 100's

Sewer line replacement

Stoop Replacement

Wood Trim Replacement

Building 716 – 109 - 111 Settlement

Ward 2 Painting

Project Description: PEX Domestic Water Piping

The Association is undergoing a multi-year project to replace the old domestic water pipes with upgraded PEX material. This project is being funded through the Reserves Account and is on track to be completed by 11/2024. 15 buildings for completion of this project.

Project Description: Asbestos Abatement

The Association is undergoing a multi-year project to Eliminate all ACM crawlspaces. This project is being funded through the Reserves Account and is on track to be completed by 11 2024. There are 21 buildings for completion of this project.

Project Description: Building Gas Pipe Repair/Replacement

The Association is undergoing a multi-year project to replace the old, declining gas pipes with the assistance of J.D. Rellek inspections and staff findings. This project is being funded through the Reserves Account. Completion is based on funds allocated to the gas pipe removal project. There are 264 buildings left for the completion of this project.

Project Description: Building Wood Trim Replacement

The Association is undergoing a multi-year project to replace the building's wood trim with PVC. This project is being funded through the Reserves Account. Completion is based on funds allocated to this project. 126 buildings for completion of this project.

Project Description: Building Stoop Replacement

The Association is undergoing a multi-year project to replace declining stoops due to poor pitch or water infiltration. This project is being funded through the Reserve Account, and replacement is on an as-needed basis. Normally, 9-12 stoops are replaced annually.

Project Description: Gutter Guard

The Association is undergoing a multi-year project to replace foam guard with a stainless rhino guard. This project is being funded through the Reserves Account, and replacement is on an as-needed basis. 27 buildings left to complete after FY25.

Work Performed:	Work Anticipated:
<ul style="list-style-type: none"> - Arborist Tree Inspections - Pool C concrete slab - Bike Rack Pool C - Pools ABC/ Backflow installed - Association Owned electrical panel upgrades - Tree pruning and removal - Property-wide seeding - Bldg. 712,714 Security lights - Valley Drive Tennis Court resurfacing - Met with Davey Arborist - Monthly Safety Meeting - Tot Lot 9 Mulching - Pools ABC Bathhouse cleaning and sanitizing - Met with Williams Professional Painters - Truck 11 Seat repairs - Pool furniture cleaning - Pools A, B, C Network connection 	<ul style="list-style-type: none"> - Lighting at Valley Court - Bldg. 900's Trim replacement - Asphalt repairs - Gas riser decal installation - Sidewalk repairs - Bldg. 109 Settlement Repairs - Bldg. 109 install (4) patios - Bldg. 716 Painting - Stoop Replacement - Ward 2 Painting - Obtain Special Use Permit - Tot Lot 3 Mulching - Building 716 Restoration of privacy hedges, grounds, and patio

June 7, 2024

MEMORANDUM

TO: Francisco Foschi

FR: A&PB

RE: Reroofing Pilot Project – Synthetic Tile Recommendation

As requested, the A&PB has reviewed the information available on the DaVinci Province slate and the Brava flat tile. Our opinion is that the Brava flat tile is the better choice for the roof pilot project, though we are not making a judgment at this time regarding its inclusion in the overall reroofing program.

We have based our decision on the following:

- The tiles interlock top to bottom as well as side to side. This system secures the individual tiles in place securely and will prevent any accidental exposure of the underlayment because of the expansion and contraction of the material over the life of the product.
- The design with its straight edges will allow us to maintain the strong horizontal and vertical lines of our current roofs.
- The tiles themselves are more substantial than the DaVinci Province slate and its thickness more closely matches the thickness of the existing terra cotta tiles. Again, this will allow us to more closely maintain the look of our current roofs.
- The ability to fasten the tiles at four points increases the wind rating to 110 mph along with the interlocking system is very important as we will experience more intense storms over the coming years due to climate change. Already in the past 80 yrs, a few hurricanes traveling up the Atlantic coast have affected Alexandria and we have also experienced several derechos.
- Brava uses natural pigments to create their colors so they are closer to what we would find in stone or other natural products.
- Because Brava is not requiring us to reskin our resheath our roofs with ½" plywood or OSB before installing the new underlayment, we will have some cost savings in both material and labor.
- Brava is a 100% recycled product and thereby is the greener, more sustainable option.

The two tiles/companies offer similar warranties, impact ratings and fire ratings, so there is no measurable difference there.

Final Thoughts

While we were asked to choose only between the two synthetic options, we would like to take this opportunity to once again strongly recommend that the Association stick with terra cotta for our reroofing program. It is, quite simply, the more superior product in longevity and stability.

The synthetic tiles are warranted for essentially 25 years, one-quarter the life span of terra cotta. We can buy a 50-year warranty if we use the manufacturer supplied installation materials.

However, that does not mean the tiles themselves may not start having issues at the 25-year mark. Consequently, we could be faced with extensive repairs or replacements almost immediately after completing the reroofing program.

We are especially concerned about the color shifting and fading of the synthetic tile. Each synthetic tile manufacturer warns some shifting and fading is to be expected. Even though Brava claims their color will hold up better under the sun's UV rays because they use natural pigments, they still only warranty the color for 10 years. That does not mean the color may not fade nor become chalky sooner than 10 years so we are doing more research to determine how much color change is within Brava's warranty tolerances.

We are also concerned about the possibility of the sun's UV rays breaking down the material causing warping, cracking and brittleness. The sun's rays are getting more intense so UV inhibitors in the polymer designed to protect against the sun's harmful rays today may not provide sufficient protection a few years from now.

The bottom line is the synthetic tile is still an unproven product, having only been on the market for 30 yrs. Using it for a single building's roof or a smaller project where the entire installation can be done in one or two years may make sense. However, on a project as large as ours which will take more than a decade to complete, there are too many unknowns.